



MEMORANDUM

TO: Superintendents, Curriculum Directors, Principals, and Counselors

FROM: IDOE Division of College and Career Preparation

DATE: December 22, 2010

SUBJECT: Adoption of Three New Career Preparation and Finance Courses

On December 1, 2010, the Indiana State Board of Education approved the following three new course titles, available to schools beginning in the 2011-12 school year:

Exploring College and Careers, Middle Level

- An 8th grade course or teaching unit in which students explore careers in the 16 national career clusters, introducing Indiana's College & Career Pathways, and introductory college and postsecondary transition information
- In 2012-13, will replace the middle school career education units in *Middle School Family and Consumer Sciences* and *Middle School Business*
- May be taught by faculty licensed to teach Business or Family and Consumer Sciences at the 8th grade level

Preparing for College and Careers

- A one-semester 9th-10th grade course addressing the knowledge, skills, and behaviors all students need to be prepared for success in college, career, and life
- In 2012-13, will replace *Orientation to Life and Careers* (Family and Consumer Sciences course) and *Career Planning and Success Skills* (Business, Marketing and IT course)
- May be taught by faculty licensed in CTE: Business and Information Technology, CTE: Marketing, or CTE: Family and Consumer Sciences
- Eligible for state CTE (additional pupil count) funding

Personal Financial Responsibility

- A one-semester 9th-12th grade course helping students build skills and knowledge in financial responsibility and decision-making
- In 2012-13, will replace *Personal and Family Finance* (Family and Consumer Sciences course) and *Personal Finance* (Business, Marketing and IT course)
- May be taught by educators licensed in Business Education, CTE: Business and Information Technology, CTE: Marketing, or CTE: Family and Consumer Sciences
- Not eligible for state CTE funding

These new course titles are available for schools to use beginning in the fall of 2011. The existing titles will remain “on the books” for 2011-2012 and then will be removed. Schools may use either the new titles or the existing titles in 2011-2012, but they cannot use both the new titles and the existing titles. Beginning in 2012-2013, only the new titles will be available.

Drafts of the course descriptions and academic standards for these new courses are available for public review at these links:

- [Exploring College and Careers, Middle Level](#)
- [Preparing for College and Careers](#)
- [Personal Financial Responsibility](#)

Questions about the implementation of these new courses may be directed to Eric Ogle at eogle@doe.in.gov or Peggy Wild at pwild@doe.in.gov.

Approved Course Numbers, Titles and Descriptions

0493 Exploring College and Careers, Middle Level

Exploring College and Careers provides students opportunities to explore their personal goals, interests, and aptitudes as they relate to career concepts, including exploring the 16 national *career clusters* and Indiana's College & Career Pathways, and begin to determine what they want and expect for their future. Students learn about various traditional and nontraditional careers and gain an awareness of the level of education and type of training needed for a variety of careers and occupations. Students build good study habits, expand their technology skills, develop or update their Graduation Plans and complete a college and career readiness exam. Virtual and real life opportunities are provided for students to observe and explore various careers.

5394 Preparing for College and Careers

Preparing for College and Careers addresses the knowledge, skills, and behaviors all students need to be prepared for success in college, career, and life. The focus of the course is the impact of today's choices on tomorrow's possibilities. Topics to be addressed include twenty-first century life and career skills; higher order thinking, communication, leadership, and management processes; exploration of personal aptitudes, interests, values, and goals; examining multiple life roles and responsibilities as individuals and family members; planning and building employability skills; transferring school skills to life and work; and managing personal resources. This course includes reviewing the 16 national career clusters and Indiana's College and Career Pathways, in-depth investigation of one or more pathways, reviewing graduation plans, developing career plans, and developing personal and career portfolios. A project-based approach, including computer and technology applications, cooperative ventures between school and community, simulations, and real life experiences, is recommended.

4540 Personal Financial Responsibility

Personal Financial Responsibility addresses the identification and management of personal financial resources to meet the financial needs and wants of individuals and families, considering a broad range of economic, social, cultural, technological, environmental, and maintenance factors. This course helps students build skills in financial responsibility and decision making; analyze personal standards, needs, wants, and goals; identify sources of income, saving and investing; understand banking, budgeting, record-keeping, managing risk, insurance and credit card debt. A project based approach and applications through authentic settings such as work based observations and service learning experiences are appropriate. Direct, concrete applications of mathematics proficiencies in projects are encouraged.